

**CODEBOOK**

**for the**

**3<sup>rd</sup> edition (2006)**

**of the**

**EUROPEAN SOURCEBOOK OF CRIME  
AND CRIMINAL JUSTICE STATISTICS**

**Covering the years**

**2000-2003**

**VERSION 1 – 8 JUNE, 2005**

**Prepared by**

**Marcelo F. Aebi**

**(University of Sevilla and  
University of Lausanne)**

**[Marcelo.Aebi@unil.ch](mailto:Marcelo.Aebi@unil.ch)**

# **European Sourcebook of Crime and Criminal Justice Statistics 2005**

## **Questionnaire covering the years 2000-2003**

**Country:**

**Date questionnaire completed:**

**National correspondent's name:**

**Address:**

**Telephone number:**

**FAX number:**

**Email:**

**Website:**

**Please return the completed questionnaire to your Co-ordinator by 31 January 2005**

**Co-ordinator's name:**

**Address:**

**Telephone number:**

**FAX number:**

**Email:**

## **Errata in the 2<sup>nd</sup> edition of the European Sourcebook (2003)**

Did you notice any inaccuracies in the second edition of the European Sourcebook? It was published in December 2003 by the WODC (the Netherlands), the School of Criminal Sciences of the University of Lausanne (Switzerland) and the Home Office (United Kingdom), and is available at: [http://www.minjust.nl:8080/b\\_organ/wodc/reports/ob212i.htm](http://www.minjust.nl:8080/b_organ/wodc/reports/ob212i.htm) or at: [www.europeansourcebook.org](http://www.europeansourcebook.org)

### **ERR03A**

No	Yes

#### **If YES:**

- a) Indicate page and table numbers
- b) Give the revised figures and text
- c) Give the source of the revised data
- d) Discuss the matter with your regional co-ordinator

### **ERR03B**

## General remarks

### 1. Periods covered by the statistics

- 1.1 The reference periods or dates may change depending on the subject. Some tables cover several years. For example, in Table 1.1 (offences recorded by the police) separate data are requested for 2000, 2001, 2002, and 2003. Other tables refer solely to 2003.
- 1.2 If information is not available for the date (or year) requested, please give information for a date (or year) as close as possible to that requested, and indicate clearly the date (or year) of the information you have given. Please also indicate if the information supplied is provisional or has been estimated.

### 2. Please make every effort to avoid ambiguity in replies

- 2.1 For any particular item for which you cannot reply, please state whether the item does not apply to your country (e.g. refers to a concept which does not exist in your criminal law or statistical system), or whether no figures are available. In other words, do not leave any question blank. Each item should be accompanied by one of the following references:
  - a number, which may be 0. Zero means the cases are null (e.g. no homicides during that year)
  - “\*” to indicate that the statistical information is not (yet) available or that the question/concept does not apply.
  - Do not use signs whose meaning is not explicit, such as “-”, “/”, etc. Avoid using abbreviations such as “n.a” without an explanation.
- 2.2 Where a breakdown is requested (for example, by type of offence) and figures for one item cannot be supplied, please do not answer “information not available”. Instead, indicate whether you have counted these cases (for which you have no breakdown) under another heading, perhaps under the heading “Other” or whether you have not included them in the breakdown.

### 3. Back up your replies with documentation where appropriate

- 3.1 You are asked in the questionnaire to comment on the tables to be completed. While there is no point in enclosing documents, which would be difficult to use (especially if they are not in a Council of Europe language), some clarification may be helpful. In particular, where you feel that more explanation is needed on the definition supplied.
- 3.2 In the case of time series, please explain any gaps (missing data, changes in orders of magnitude from one year to another) and variations in trends (observed over several years). Reference should be made to major legislative, administrative and even political developments, which may explain such trends.

3.3 You are also asked to indicate **the source** of the data supplied for each table. These indications should be in English or French, and should consist solely of the following: name of the institution and source department; name of the statistical system used; if the data have been published, the date of publication.

*Example:*

Source: Ministry of Justice - Directorate of Prison Administration - Department of Communication, Studies and International Relations: National Register of Prisoners, not published.

or

Source: Based on data taken from "Criminal Statistics England & Wales 2000".

#### **4. Please meet the deadline**

The procedure for collecting international statistics is necessarily complex: collection at the national level of data from the various services or departments, centralisation with the co-ordinators (who check the validity of the figures, return them as necessary, and correct them), processing, production, interpretation and distribution. This is a long chain of events. If there is too great a lapse of time between the reference date for the data and their processing, statistics lose much of their value.

#### **5. Relations between national correspondents and the co-ordinators**

Where difficulties arise, the regional co-ordinator should be informed, for example where the definitions used in the questionnaire appear to you ambiguous or where the deadline for replies cannot be met.

#### **6. Access to the data**

All the information compiled from the national correspondents will be made available to these national correspondents and national governments in accordance with rules for access to data which will be communicated at a later date. The names of national correspondents will also appear in the Sourcebook productions as contributors.

**In conclusion, any comments on this questionnaire would be welcome.**

**Thank you for your help**

# Introduction

## 1. Contents

1.1 The questionnaire comprises the following sections:

### **Definitions: Offence definitions and changes in offence definitions**

#### **Part 1 Police statistics**

#### **Part 2 Prosecution statistics** (data not collected in this survey)

#### **Part 3 Conviction statistics**

#### **Part 4 Correctional statistics**

#### **Comments on the questionnaire**

1.2 Each part contains tables for entering data and a set of questions. Questions may be 'closed', i.e. when you are requested to choose one of the suggested replies, or 'open', i.e. when you are requested to draft your own reply. A space is left after each set of questions for any comments or additional information.

1.3 In addition, there are three important concepts that may be perceived differently. Here is some guidance on how they should be interpreted:

##### **• When are the data in this table collected for the statistics?**

It is important to determine when the data collection takes place in the criminal justice process. For example, as regards police statistics, great differences exist depending on whether data are recorded when the offence is reported to the police (input) or at a later date, for example when the police have completed their investigation (output).

##### **• Is a principal offence rule applied?**

It is essential to know the counting system used in cases of simultaneous offences. For example, how do the statistics reflect the case of an offender who in the course of theft also causes damage to property? Where a principal offence rule is applied, the statistics will show one offence. Where there is no such rule, there will be a separate count for each offence.

##### **• How is a person who is suspected or convicted for multiple offences counted (e.g. offences of the same kind, often called serial offences)?**

Cases of multiple or serial offences can also pose problems. For example, if a woman reports to the police that her husband has beaten her ten times in the last year, is this recorded as one or as ten offences?

## Definitions

### A. Offence definitions

The following definitions are **not** legal definitions. They serve merely to make international statistical comparisons as feasible as possible and to help in providing the figures for the tables contained in this questionnaire.

For each offence the general definition will be complemented with a list of specific items, some of which you are requested to include or (where appropriate) exclude from your figures. For each offence, use the figures which come as close as possible to the relevant definitions.

The figures reported for each offence should **include attempts** as well as completed offences. Please indicate in the Comments box if this is not possible for your country.

Your answers should refer to the legal definition of the offence in **2003** according to **police statistics**. If the definition has changed between 2000 and 2003, please give full details in Section B "Changes in offence definitions". If there are differences between the definition used for police statistics (presented here) and the definition used for convictions statistics (Part 3 of the questionnaire), please explain the differences carefully when answering to question 3.1.2.C in part 3 of the questionnaire.

If there are any differences between the answers given in the second edition of the European Sourcebook (published in 2003) and the answers you are giving in this questionnaire regarding the items that are "included" or "excluded" in the definition of each offence, please mention it in the Comments box.

Please show the definition of the offence in your country by writing "Included" or "Excluded" as appropriate in the following tables.

<b>Total criminal offences recorded by the police</b>	
	<b>Indicate whether "included" or "excluded"</b>
<b>Include</b> the following:	<b>1 = Included</b> <b>2 = Excluded</b>
<ul style="list-style-type: none"><li>offences defined as criminal by the law (which may be processed as a criminal act by the public prosecutor or a judge). These are more serious offences. In many countries, these are defined as against the "penal code" or the "criminal code" and exclude less serious crimes (misdemeanours) recorded by the police or other authorities e.g. customs, tax authorities</li></ul>	<b>DTC03A</b>
<ul style="list-style-type: none"><li>traffic offences defined as criminal by the law (which may be processed as a criminal act by the public prosecutor or a judge)</li></ul>	<b>DTC03B</b>
<b>Exclude</b> the following:	
<ul style="list-style-type: none"><li>other less serious traffic offences (for example, those processed directly by the police)</li></ul>	<b>DTC03C</b>
<ul style="list-style-type: none"><li>breaches of public order regulations</li></ul>	<b>DTC03D</b>

<b>Intentional homicide (including attempts):</b> intentional killing of a person	
	<b>Indicate whether “included” or “excluded”</b>
<b>Include</b> the following:	<b>1 = Included</b> <b>2 = Excluded</b>
• assault leading to death	<b>DHO03A</b>
• euthanasia	<b>DHO03B</b>
• infanticide	<b>DHO03C</b>
<b>Exclude</b> the following:	
• assistance with suicide	<b>DHO03D</b>

<b>Assault:</b> inflicting bodily injury on another person with intent	
	<b>Indicate whether “included” or “excluded”</b>
<b>Exclude</b> the following:	<b>1 = Included</b> <b>2 = Excluded</b>
• assault leading to death	<b>DAS03A</b>
• threats	<b>DAS03B</b>
• only causing pain	<b>DAS03C</b>
• slapping or punching	<b>DAS03D</b>
• sexual assault	<b>DAS03E</b>

<b>Rape:</b> sexual intercourse with a person against her/his will ( <i>per vaginam</i> or other)	
	<b>Indicate whether “included” or “excluded”</b>
<b>Include</b> the following:	<b>1 = Included</b> <b>2 = Excluded</b>
• other than vaginal penetration (e.g. buggery)	<b>DRA03A</b>
• violent intra-marital sexual intercourse	<b>DRA03B</b>
• sexual intercourse without force with a helpless person	<b>DRA03C</b>
• sexual intercourse with force with a minor	<b>DRA03D</b>
• incestual sexual intercourse with or without force with a minor	<b>DRA03E</b>
<b>Exclude</b> the following:	
• sexual intercourse with a minor without force	<b>DRA03F</b>
• other forms of sexual assault	<b>DRA03G</b>

<b>Robbery:</b> stealing from a person with force or threat of force	
	<b>Indicate whether “included” or “excluded”</b>
<b>Include</b> the following:	<b>1 = Included</b> <b>2 = Excluded</b>
• muggings (bag-snatchings)	<b>DRO03A</b>
• theft immediately followed by violence	<b>DRO03B</b>
<b>Exclude</b> the following:	
• pick-pocketing	<b>DRO03C</b>
• extortion	<b>DRO03D</b>
• blackmailing	<b>DRO03E</b>

<b>Theft:</b> depriving a person/organisation of property without force with the intent to keep it	
	<b>Indicate whether “included” or “excluded”</b>
<b>Include</b> the following:	<b>1 = Included</b> <b>2 = Excluded</b>
• burglary	DTH03A
• theft of motor vehicles	DTH03B
• theft of other items	DTH03C
• theft of small value	DTH03D
<b>Exclude</b> the following:	
• embezzlement (including theft by employees)	DTH03E
• receiving/handling stolen goods	DTH03F

<b>Theft of motor vehicle:</b> depriving a person/organisation of a motor vehicle without force with the intent to keep or to use it	
	<b>Indicate whether “included” or “excluded”</b>
<b>Include</b> the following:	<b>1 = Included</b> <b>2 = Excluded</b>
• joyriding	DTV03A
<b>Exclude</b> the following:	
• motorboats	DTV03B
• receiving/handling a stolen vehicle	DTV03C

**Burglary:** gaining access to a closed part of a building or other premises by use of force with the objective to steal goods. In some countries, burglary is known as “aggravated theft”.

		Indicate whether “included” or “excluded”
<b>Include</b> the following:		<b>1 = Included</b> <b>2 = Excluded</b>
• theft from a factory, shop, office, etc.		<b>DBU03A</b>
• theft from a military establishment		<b>DBU03B</b>
• theft by using false keys		<b>DBU03C</b>
<b>Exclude</b> the following:		
• theft from a car		<b>DBU03D</b>
• theft from a container		<b>DBU03E</b>
• theft from a vending machine		<b>DBU03F</b>
• theft from a parking meter		<b>DBU03G</b>
• theft from a fenced meadow/compound		<b>DBU03H</b>

**of which Domestic burglary:** gaining access to private premises by use of force with the objective to steal goods.

		Indicate whether “included” or “excluded”
<b>Include</b> the following:		<b>1 = Included</b> <b>2 = Excluded</b>
• theft from an attic or basement in a multi-dwelling building		<b>DBD03A</b>
• theft from a secondary residence (even if it is unoccupied)		<b>DBD03B</b>
<b>Exclude</b> the following:		
• theft from a factory, shop, office, etc.		<b>DBD03C</b>
• theft from a detached garage, shed, barn or stable		<b>DBD03D</b>
• theft from a fenced meadow/compound		<b>DBD03E</b>

<b>Drug offences:</b> the definition is largely uniform through international conventions	
	<b>Indicate whether “included” or “excluded”</b>
<b>Include</b> the following:	<b>1 = Included</b> <b>2 = Excluded</b>
• possession	<b>DDR03A</b>
• cultivation	<b>DDR03B</b>
• production	<b>DDR03C</b>
• sale	<b>DDR03D</b>
• supplying	<b>DDR03E</b>
• transportation	<b>DDR03F</b>
• importation	<b>DDR03G</b>
• exportation	<b>DDR03H</b>
• financing of drug operations	<b>DDR03I</b>
  <b>of which Drug trafficking:</b> in most countries such acts are punishable as an aggravated offence (usually called “trafficking”) <b>if</b> the act is not in connection with personal use.	
Specify how this concept is defined in your country:	
<b>DDT03</b>	

Comments on offence definitions

**DCOD03**

## **B. Changes in offence definitions**

Between 2000 and 2003, were there any changes in the definitions of offences, as indicated in the second edition of the Sourcebook (2003) for your country (for example, a major change in criminal law)?

### **DCH03A**

<b>Yes</b>	<b>No</b>
1	2

### ***Explanation of the changes***

### **DCH03B**

## Part 1. Police Statistics

### 1.1 Offences recorded by the police

**Table 1.1 Offences recorded by the police**

These statistics record the number of **offences**, not of persons. At this level, many cases are never cleared up. The “Total for criminal offences” should refer to all offences and not just the offences mentioned in this table.

Type of offence		2000	2001	2002	2003
Criminal offences	<b>Total</b>	T11TC00	T11TC01	T11TC02	T11TC03
	<i>of which: Traffic offences (defined as criminal)</i>	T11TT00	T11TT01	T11TT02	T11TT03
Intentional homicide	<b>Total</b>	T11HO00	T11HO01	T11HO02	T11HO03
	<i>of which: Completed</i>	T11HC00	T11HC01	T11HC02	T11HC03
Assault		T11AS00	T11AS01	T11AS02	T11AS03
Rape		T11RA00	T11RA01	T11RA02	T11RA03
Robbery		T11RO00	T11RO01	T11RO02	T11RO03
Theft	<b>Total</b>	T11TH00	T11TH01	T11TH02	T11TH03
	<i>of which: Theft of a motor vehicle</i>	T11TV00	T11TV01	T11TV02	T11TV03
	<i>of which: Burglary</i>	<b>Total</b>	T11BU00	T11BU01	T11BU02
		<i>of which: Domestic burglary</i>	T11BD00	T11BD01	T11BD02
Drug offences	<b>Total</b>	T11DR00	T11DR01	T11DR02	T11DR03
	<i>of which: Drug trafficking</i>	T11DT00	T11DT01	T11DT02	T11DT03

Source of the data in Table 1.1 – see General Remarks (paragraph 3)

**ST1103**

Comments on Table 1.1 – see General Remarks (paragraph 3)

**CT1103**

**1.1.A.** Are there written rules regulating the way in which the data shown in Table 1.1 are recorded?

**CT11A03**

Yes	No
1	2

**1.1.B.** When are the data in Table 1.1 collected for the statistics?

- see Introduction (paragraph 1.3)

**CT11B03**

<i>When the offence is reported to the police (so-called input statistics)</i>	<i>After the offence is reported to the police but before the police completes the investigation</i>	<i>When the police completes the investigation (so-called output statistics)</i>
1	2	3

**1.1.C.** What is the counting unit used in Table 1.1?

**CT11C03**

<i>Offence</i>	<i>Case</i>	<i>Decision</i>	<i>Other</i>
1	2	3	4

**1.1.D.** Is a principal offence rule applied?

- see Introduction (paragraph 1.3)

**CT11DA03**

Yes	No
1	2

*Explanation of the rule*

**CT11DB03**

**1.1.E.** How are multiple offences counted?

- see Introduction (paragraph 1.3)

**CT11E03**

<i>As one offence</i>	<i>As two or more offences</i>	<i>Uncertain</i>
1	2	3

**1.1.F.** How is an offence committed by more than one person counted?

**CT11F03**

<i>As one offence</i>	<i>As two or more offences</i>
1	2

**1.1.G.** Have the data recording methods described above been modified between 2000 and 2003?

- see General Remarks (paragraph 3)

**CT11GA03**

<i>Yes</i>	<i>No</i>
1	2

*Explanation of the changes*

**CT11GB03**

**CT11GC03**

## 1.2 Characteristics of suspected offenders

**Table 1.2.1 Total suspected offenders**

The counting unit here is the **person**. The table should therefore show the number of suspected offenders for the offences listed in the different tables. As a rule, a person suspected of more than one offence in a year will be counted more than once. In the case of multiple offences (see Introduction paragraph 1.3), a suspect will be counted only once under the principal offence. The “Total for criminal offences” should refer to the number of suspects for all offences and not just the offences mentioned in this table.

Type of offence		2000	2001	2002	2003
Criminal offences	<b>Total</b>	T12TC00	T12TC01	T12TC02	T12TC03
	<i>of which:</i> Traffic offences (defined as criminal)	T12TT00	T12TT01	T12TT02	T12TT03
Intentional homicide	<b>Total</b>	T12HO00	T12HO01	T12HO02	T12HO03
	<i>of which:</i> Completed	T12HC00	T12HC01	T12HC02	T12HC03
Assault		T11AS00	T12AS01	T12AS02	T12AS03
Rape		T11RA00	T12RA01	T12RA02	T12RA03
Robbery		T11RO00	T12RO01	T12RO02	T12RO03
Theft	<b>Total</b>	T12TH00	T12TH01	T12TH02	T12TH03
	<i>of which:</i> Theft of a motor vehicle	T12TV00	T12TV01	T12TV02	T12TV03
	<i>of which:</i> Burglary	<b>Total</b>	T12BU00	T12BU01	T12BU02
		<i>of which:</i> Domestic burglary	T12BD00	T12BD01	T12BD02
Drug offences	<b>Total</b>	T12DR00	T12DR01	T12DR02	T12DR03
	<i>of which:</i> Drug trafficking	T12DT00	T12DT01	T12DT02	T12DT03

Source of the data in Table 1.2.1 – see General Remarks (paragraph 3)

**ST1203**

Comments on Table 1.2.1 – see General Remarks (paragraph 3)

**CT1203**

Are minors included among the suspected offenders presented in Table 1.2.1?

**CT12A03**

Yes	No	<i>Partially</i>

*Comments*

**CT12B03**

**Table 1.2.2 Number of females, minors and aliens among suspected offenders in 2003**

The “Total for criminal offences” should refer to the number of suspects for all offences and not just the offences mentioned in this table.

If data for 2003 is not yet available, please send data for the latest available year (and indicate the year of reference in the comments).

Year of data				
Type of offence		Number of females	Number of minors	Number of aliens
Criminal offences	Total	T13TCW03	T13TCM03	T13TCA03
	<i>of which:</i> Traffic offences (defined as criminal)	T13TTW03	T13TTM03	T13TTA03
Intentional homicide	Total	T13HOW03	T13HOM03	T13HOA03
	<i>of which:</i> Completed	T13HCW03	T13HCM03	T13HCA03
Assault		T13ASW03	T13ASM03	T13ASA03
Rape		T13RAW03	T13RAM03	T13RAA03
Robbery		T13ROW03	T13ROM03	T13ROA03
Theft	Total	T13THW03	T13THM03	T13THA03
	<i>of which:</i> Theft of a motor vehicle	T13TVW03	T13TVM03	T13TVA03
	<i>of which:</i> Burglary	T13BUW03	T13BUM03	T13BUA03
		T13BDW03	T13BDM03	T13BDA03
Drug offences	Total	T13DRW03	T13DRM03	T13DRA03
	<i>of which:</i> Drug trafficking	T13DTW03	T13DT03	T13DTA03

Source of the data in Table 1.2.2 – see General Remarks (paragraph 3)

**ST1303**

Comments on Table 1.2.2 – see General Remarks (paragraph 3)

**CT1303**

**1.2.2.A.** Specify the age bracket (i.e. the minimum and maximum age) used for minors in Table 1.2.2

<i>Minimum age</i> <b>CT13AA03</b>	<i>Maximum age</i> <b>CT13AB03</b>
Over _____ years	Under _____ years
<i>Comments</i>	
<b>CT13AC03</b>	

**1.2.2.B.** Aliens are usually defined as persons who do not have the citizenship of the State. Is the definition of aliens applied in your country different from that definition?

**CT13BA03**

Yes	No
1	2

*Explanation of the difference*

**CT13BB03**

**1.2.2.C.** Do the offence definitions used in Table 1.2.2 differ from those in the “Definitions” section? **CT13CA03**

Yes	No
1	2

*Explanation of the differences*

**CT13CB03**

**1.2.2.D.** Are there written rules regulating the way in which the data shown in Table 1.2.2 are recorded? **CT13D03**

Yes	No
1	2

**1.2.2.E.** Is a principal offence rule applied?

- see Introduction (paragraph 1.3) **CT13EA03**

Yes	No
1	2

*Explanation of the rule*

**CT13EB03**

**1.2.2.F.** How is a person suspected of multiple offences counted?

- see Introduction (paragraph 1.3) **CT13F03**

As one person	As two or more people	Other (please explain)
1	2	3

**1.2.2.G.** How is a person suspected of more than one offence in the same year counted?  
- see Introduction (paragraph 1.3)

**CT13G03**

<i>As one person</i>	<i>As two or more people</i>	<i>Other (please explain)</i>
1	2	3

**1.2.2.H.** Have the data recording methods described above been modified between 2000 and 2003?

- see General Remarks (paragraph 3)

**CT13HA03**

Yes	No
1	2

*Explanation of the changes*

**CT13HB03**

Additional comments on questions 1.2.2.A - 1.2.2.H

**CT13HC03**

## 1.4 Police staff

<b>Police officers:</b> "Police officers" is used as a generic term and relates to <b>all ranks</b> of police personnel	
	<b>Indicate whether "included" or "excluded"</b>
<b>Include</b> the following:	<b>1 = Included</b> <b>2 = Excluded</b>
• criminal police	<b>D14OPA03</b>
• traffic police	<b>D14OPB03</b>
• border police	<b>D14OPC03</b>
• gendarmerie	<b>D14OPD03</b>
• uniformed police	<b>D14OPE03</b>
• city guard or municipal police	<b>D14OPF03</b>
<b>Exclude</b> the following:	
• customs officers	<b>D14OPG03</b>
• tax police	<b>D14OPH03</b>
• military police	<b>D14OPI03</b>
• secret service police	<b>D14OPJ03</b>
• part-time officers	<b>D14OPK03</b>
• police reserves	<b>D14OPL03</b>
• cadet police officers	<b>D14OPM03</b>
• court police	<b>D14OPN03</b>

<b>Civilians</b>	
	<b>Indicate whether "included" or "excluded"</b>
<b>Include</b> the following:	<b>1 = Included</b> <b>2 = Excluded</b>
• cadet police officers	<b>D14CPA03</b>
• clerical staff	<b>D14CPB03</b>
• technical staff	<b>D14CPC03</b>
• maintenance staff (cars)	<b>D14CPD03</b>
<b>Exclude</b> the following:	
• traffic wardens	<b>D14CPE03</b>
• domestic staff (including cleaners and caterers)	<b>D14CPF03</b>

**Table 1.3 Police staff**

	2000	2001	2002	2003
<b>Number of police officers</b>	<b>T14OP00</b>	<b>T14OP01</b>	<b>T14OP02</b>	<b>T14OP03</b>
<b>Number of civilians</b>	<b>T14CP00</b>	<b>T14CP01</b>	<b>T14CP02</b>	<b>T14CP03</b>

Source of the data in Table 1.3 – see General Remarks (paragraph 3)

**ST1403**

Comments on Table 1.3 – see General Remarks (paragraph 3)

**CT1403**

## Part 2 Prosecution statistics

Data not collected in this survey (simplified version).

## Part 3 Conviction statistics

### 3.1 Persons convicted

As in Table 1.2.1, the counting unit in the following tables is the person. Therefore, the **number of persons** convicted for the offences listed in the tables in this section should be indicated. As a rule, a person convicted more than once in a year of having committed an offence will be counted more than once.

The following tables show the number of persons who have been convicted and, as a result, have a criminal record (i.e. those found guilty, according to the law, of having committed an offence).

<b>Persons convicted</b>	
	<b>Indicate whether “included” or “excluded”</b>
<b>Include</b> the following:	<b>1 = Included</b> <b>2 = Excluded</b>
• sanctions/measures by the prosecutor based on admission of guilt by the defendant (which lead to a criminal record)	<b>D31PCA03</b>
<b>Exclude</b> the following:	
• sanctions/measures by the prosecutor <b>not based</b> on admission of guilt by the defendant (not leading to a criminal record)	<b>D31PCB03</b>
• sanctions/measures by the police	<b>D31PCC03</b>
• sanctions/measures by other state bodies	<b>D31PCD03</b>

**Table 3.1.1 Total number of persons convicted**

The “Total for criminal offences” should refer to the number of people convicted for all offences and not just the offences mentioned in this table.

Type of offence		2000	2001	2002	2003
Criminal offences	<b>Total</b>	T31TC00	T31TC01	T31TC02	T31TC03
	<i>of which: Traffic offences (defined as criminal)</i>	T31TT00	T31TT01	T31TT02	T31TT03
Intentional homicide	<b>Total</b>	T31HO00	T31HO01	T31HO02	T31HO03
	<i>of which: Completed</i>	T31HC00	T31HC01	T31HC02	T31HC03
Assault		T31AS00	T31AS01	T31AS02	T31AS03
Rape		T31RA00	T31RA01	T31RA02	T31RA03
Robbery		T31RO00	T31RO01	T31RO02	T31RO03
Theft	<b>Total</b>	T31TH00	T31TH01	T31TH02	T31TH03
	<i>of which: Theft of a motor vehicle</i>	T31TV00	T31TV01	T31TV02	T31TV03
	<i>of which: Burglary</i>	<b>Total</b>	T31BU00	T31BU01	T31BU02
		<i>of which: Domestic burglary</i>	T31BD00	T31BD01	T31BD02
Drug offences	<b>Total</b>	T31DR00	T31DR01	T31DR02	T31DR03
	<i>of which: Drug trafficking</i>	T31DT00	T31DT01	T31DT02	T31DT03

Source of the data in Table 3.1.1 – see General Remarks (paragraph 3)

**ST3103**

Comments on Table 3.1.1 – see General Remarks (paragraph 3)

**CT3103**

Are minors included among the persons convicted presented in Table 3.1.1?

**CT31AA03**

<i>Yes</i>	<i>No</i>	<i>Partially</i>
<b>1</b>	<b>2</b>	<b>3</b>

*Comments*

**CT31AB03**

**Table 3.1.2 Number of females, minors and aliens among convicted persons in 2003**

The “Total for criminal offences” should refer to the number of people convicted for all offences and not just the offences mentioned in this table.

If data for 2003 is not yet available, please send data for the latest available year (and indicate the year of reference in the comments).

Year of data				
Type of offence		Number of females	Number of minors	Number of aliens
Criminal offences	Total	T32TCW03	T32TCM03	T32TCA03
	<i>of which:</i> Traffic offences (defined as criminal)	T32TTW03	T32TTM03	T32TTA03
Intentional homicide	Total	T32HOW03	T32HOM03	T32HOA03
	<i>of which:</i> Completed	T32HCW03	T32HCM03	T32HCA03
Assault		T32ASW03	T32ASM03	T32ASA03
Rape		T32RAW03	T32RAM03	T32RAA03
Robbery		T32ROW03	T32ROM03	T32ROA03
Theft	Total	T32THW03	T32THM03	T32THA03
	<i>of which:</i> Theft of a motor vehicle	T32TVW03	T32TVM03	T32TVA03
	<i>of which:</i> Burglary	Total	T32BUW03	T32BUA03
		<i>of which:</i> Domestic burglary	T32BDW03	T32BDA03
Drug offences	Total	T32DRW03	T32DRM03	T32DRA03
	<i>of which:</i> Drug trafficking	T32DTW03	T32DTM03	T32DTA03

Source of the data in Table 3.1.2 – see General Remarks (paragraph 3)

**ST3203**

Comments on Table 3.1.2 – see General Remarks (paragraph 3)

**CT3203**

**3.1.2.A.** Is the age bracket for minors used in Table 3.1.2 different from the one used in Table 1.2.2 (see question 1.2.2.A)?

**CT32AA03**

Yes	No
1	2

If YES, please specify the age bracket (i.e. the minimum and maximum age) used for minors in Table 3.1.2

*Minimum age CT32AB03*

Over \_\_\_\_\_ years

*Maximum age CT32AC03*

Under \_\_\_\_\_ years

*Comments*

**CT32AD03**

**3.1.2.B.** Is the definition of aliens used in Table 3.1.2 different from the one used in Table 1.2.2 (see question 1.2.2.B)?

**CT32BA03**

Yes	No
1	2

*Explanation of the difference*

**CT32BB03**

**3.1.2.C.** Do the offence definitions used in Tables 3.1.1 and 3.1.2 differ from those in the "Definitions" section? **CT32CA03**

Yes	No
1	2

*Explanation of the differences*

**CT32CB03**

**3.1.2.D.** Are there written rules regulating the way in which the data shown in Tables 3.1.1 and 3.1.2 are recorded? **CT32D03**

Yes	No
1	2

**3.1.2.E.** At what stage of the process does the data refer to? - see Introduction (paragraph 1.3) **CT32E03**

<i>Before appeals</i>	<i>After appeals</i>
1	2

**3.1.2.F.** Is a principal offence rule applied? For example, if a person is convicted of both murder and theft - see Introduction (paragraph 1.3) **CT32FA03**

Yes	No
1	2

*Explanation of the rule*

**CT32FB03**

**3.1.2.G.** How is a person who is convicted of more than one offence of the same type counted? For example, several cases of theft - see Introduction (paragraph 1.3)  
**CT32G03**

<i>As one person</i>	<i>As two or more people</i>	<i>Other (please explain)</i>
1	2	3

**3.1.2.H.** How is a person dealt with more than once during the same year counted?  
- see Introduction (paragraph 1.3) **CT32H03**

<i>As one person</i>	<i>As two or more people</i>	<i>Other (please explain)</i>
1	2	3

**3.1.2.I.** Have the data recording methods described above been modified between 2000 and 2003? - see General Remarks (paragraph 3) **CT32IA03**

<i>Yes</i>	<i>No</i>
1	2

*Explanation of the changes*

**CT32IB03**

Additional comments on questions 3.1.2.A – 3.1.2.G

**CT32IC03**

## Part 4      Correctional statistics

### 4.1    Prison population (Tables 4.1.1, 4.1.2 and 4.2)

Data should refer to the situation at 1 September of each year. The date of 1 September has been chosen because it is the one used by the Council of Europe's Annual Penal Statistics (SPACE). **If data are not available for this date, please specify the date chosen.** The statistical system, SPACE ("Annual Penal Statistics") was established in 1033 and mainly concerns the prison populations. Data are collected annually and published in the Penological Information Bulletin.

([http://www.coe.int/T/E/Legal\\_affairs/Legal\\_co-operation/Prisons\\_and\\_alternatives/Bulletin/Bulletin.asp](http://www.coe.int/T/E/Legal_affairs/Legal_co-operation/Prisons_and_alternatives/Bulletin/Bulletin.asp))

The tables cover all penal institutions, of whatever nature, that come under the responsibility of the prison administration: institutions for those held in pre-trial detention on remand and institutions for sentenced prisoners, including those reserved for special categories (e.g. institutions for minors and hospitals run by the penal administration). If, for any reason, certain penal institutions are excluded, please give the reasons.

<b>Prison population</b>	
	<b>Indicate whether "included" or "excluded"</b>
<b>Include the following:</b>	<b>1 = Included</b> <b>2 = Excluded</b>
• Pre-trial detainees	<b>D41PPA03</b>
• Persons held in institutions for juvenile offenders	<b>D41PPB03</b>
• Persons held in institutions for drug-addicts offenders	<b>D41PPC03</b>
• Mentally ill offenders held in psychiatric institutions or hospitals	<b>D41PPD03</b>
• Offenders serving their sentence under electronic surveillance	<b>D41PPE03</b>
• Persons held in facilities under the responsibility of any other Ministry than the Ministry of Justice	<b>D41PPF03</b>

**Pre-trial detainees: Persons held in penal institutions while a final court decision concerning their case has not been reached yet**

	Indicate whether “included” or “excluded”
<b>Include</b> the following:	<b>1 = Included</b> <b>2 = Excluded</b>
• Untried detainees (i.e. no court decision reached yet)	<b>D41PTA03</b>
• Convicted but not yet sentenced detainees	<b>D41PTB03</b>
• Sentenced detainees who have appealed or who are within the statutory limit for doing so	<b>D41PTC03</b>

## 4.2 Data

### STOCK

This means the number of prisoners under the responsibility of the prison administration at a given date (1 September). If data is not available for this date, please specify the date chosen or give the average for the year.

### FLOW

This refers to the number of entries into penal institutions during one year. For example, an offender who is committed to prison four times in the same year will be counted as four entries.

Flow	Indicate whether “included” or “excluded”
<b>Exclude</b> the following:	<b>1 = Included</b> <b>2 = Excluded</b>
• Entry following a transfer from one penal institution to another	<b>D41FA03</b>
• Entry following the detainee’s removal from the institution in order to appear before a judicial authority (investigating judge, court, etc.)	<b>D41FB03</b>
• Entry following a prison leave or a period of absence by permission	<b>D41FC03</b>
• Entry following an escape, after re-arrest by the police	<b>D41FD03</b>

Table 4.1.1 Prison population (including pre-trial detainees): STOCK

STOCK: at 1 September	2000	2001	2002	2003
Total	T41ST00	T41ST01	T41ST02	T41ST03
<i>of which:</i> Pre-trial detainees	T41SP00	T41SP01	T41SP02	T41SP03
<i>of which:</i> Female	T41SW00	T41SW01	T41SW02	T41SW03
<i>of which:</i> Aliens	T41SA00	T41SA01	T41SA02	T41SA03
<i>of which:</i> Minors	T41SM00	T41SM01	T41SM02	T41SM03

Table 4.1.2 Prison population (including pre-trial detainees): FLOW

FLOW: number of entries/receptions	2000	2001	2002	2003
Total	T42FT00	T42FT01	T42FT02	T42FT03
<i>of which:</i> Pre-trial detainees	T42FP00	T42FP01	T42FP02	T42FP03
<i>of which:</i> Female	T42FW00	T42FW01	T42FW02	T42FW03
<i>of which:</i> Aliens	T42FA00	T42FA01	T42FA02	T42FA03
<i>of which:</i> Minors	T42FM00	T42FM01	T42FM02	T42FM03

Source of the data in Tables 4.1.1 and 4.1.2 – see General Remarks (paragraph 3)

**ST4203**

Comments on Tables 4.1.1 and 4.1.2 – see General Remarks (paragraph 3)

**CT4203**

**Table 4.2 Convicted prison population by offence on 1 September 2003**

The “Total for criminal offences” should refer to all convicted (by final court decision) prisoners and not just those convicted for the offences mentioned in this table.

If data for 2003 is not yet available, please send data for the latest available year (and indicate the year of reference in the comments).

Year of data					
Type of offence		Total	Number of women	Number of minors	Number of aliens
Criminal offences	Total	T43TCT03	T43TCW03	T43TCM03	T43TCA03
	<i>of which:</i> Traffic offences (defined as criminal)	T43TTT03	T43TTW03	T43TTM03	T43TTA03
Intentional homicide	Total	T43HOT03	T43HOW03	T43HOM03	T43HOA03
	<i>of which:</i> Completed	T43HCT03	T43HCW03	T43HCM03	T43HCA03
Assault		T43AST03	T43ASW03	T43ASM03	T43ASA03
Rape		T43RAT03	T43RAW03	T43RAM03	T43RAA03
Robbery		T43ROT03	T43ROW03	T43ROM03	T43ROA03
Theft	Total	T43THT03	T43THW03	T43THM03	T43THA03
	<i>of which:</i> Theft of a motor vehicle	T43TVT03	T43TVW03	T43TVM03	T43TVA03
	<i>of which:</i> Burglary	Total	T43BUT03	T43BUW03	T43BUA03
		<i>of which:</i> Domestic burglary	T43BDT03	T43BDW03	T43BDA03
Drug offences	Total	T43DRT03	T43DRW03	T43DRM03	T43DRA03
	<i>of which:</i> Drug trafficking	T43DTT03	T43DTW03	T43DTM03	T43DTA03

Source of the data in Table 4.2 – see General Remarks (paragraph 3)

**ST4303**

Comments on Table 4.2 – see General Remarks (paragraph 3)

**CT4303**

**4.1.2.A.** Is the age bracket for minors used in Tables 4.1.1, 4.1.2 and 4.2 different from the one used in Table 1.2.2 (see question 1.2.2.A)?

**CT43AA03**

Yes	No

If YES, please specify the age bracket (i.e. the minimum and maximum age) used for minors in Tables 4.1.1, 4.1.2 and 4.2

*Minimum age CT43AB03*

Over \_\_\_\_\_ years

*Maximum age CT43AC03*

Under \_\_\_\_\_ years

*Comments*

**CT43AD03**

**4.1.2.B.** Is the definition of aliens used in Tables 4.1.1, 4.1.2 and 4.2 different from the one used in Table 1.2.2 (see question 1.2.2.B)?

**CT43BA03**

Yes	No

*Explanation of the difference*

**CT43BB03**

## **Comments on the Questionnaire**

Please mention

- a) If the data being collected in this survey will be useful in your country
- b) Any suggestions for improvements for future surveys

**CQA03**

**CQB03**

**Thank you for your help in completing this Questionnaire.**